

****Instructions
For
Loaded Wage Rate Summary Form**

1. General. The offeror shall complete the **Loaded Wage Rate Summary – Professional, Administrative and OCONUS Positions** form (Section J, Attachment 1).

1.1. Small business offerors submitting a proposal for a restricted award are not required to propose on Zone 2 or Zone 3, but may propose on all zones if they so desire. Offerors submitting a proposal for unrestricted awards must propose on all zones (Zones 1, 2, and 3).

2. Required Submittal. The offeror shall submit a completed **Loaded Wage Rates Summary – Professional, Administrative, and OCONUS Positions** form. The form shall be completed for the Base Year and all Option Years.

2.1. The Loaded Wage Rate data required to complete the **Loaded Wage Rate Summary** form is to be taken from the Wage Rate Calculation Sheet – Professional, Administrative, and OCONUS Positions [Section J, Attachment 2(a)]. The Total Loaded Wage Rate as entered on the Wage Rate Calculation Sheet [Section J, Attachment 2(a)] should be entered on the Loaded Wage Rate Summary form [Section J, Attachment 1].

2.2. In addition to the Loaded Wage Rate data, the offeror shall also enter the Handling Charge data at the bottom of the Loaded Wage Rate Summary form. This data shall be entered for the base year and all option years.